

SUBDIVISION ORDINANCE SUBMITTAL FORM

State Planning Office
38 State House Station
Augusta, Maine 04333
207-287-8050

I. Name of Municipality:

Contact Person:

Title:

Address:

Phone:

Place where proposed ordinance will be available for public inspection:

Address:

Hours available for viewing:

II. Certification of Complete Submittal

We certify that:

1. the proposed subdivision ordinance is a complete subdivision ordinance in that it contains sections that: describe the purpose of the ordinance; establish administrative procedures; define key terms; describe minimum standards and performance regulations; and establish procedures for appeals, variances, enforcement, and amendments;
2. the proposed subdivision ordinance was developed with the intent of complying with the Comprehensive Planning and Land Use Regulation Act (30-A M.R.S.A. Section 4301 et seq.);
3. the proposed subdivision ordinance was developed in accord with the procedural and citizen participation requirements of 30-A M.R.S.A. Section 4324; and
4. a copy of the proposed subdivision ordinance has been sent to the following regional council for review and comment:

Signatures:

Chief Executive Official

Chairperson, Planning Committee

Printed/Typed Name

Printed/Typed Name

Date: _____

Date: _____

SUBDIVISION ORDINANCE SUBMITTAL CHECKLIST

(For Town)

- _____ 1. 7 Complete copies of the proposed Subdivision Ordinance forwarded to SPO.
- _____ 2. 1 copy of an adopted, consistent comprehensive plan forwarded to SPO.
A copy of the comprehensive plan upon which the ordinance is based, and that has been found by the Office to be consistent with the Act in accordance with the Office's Comprehensive Review Criteria Rule (Chapter 208).
- _____ 3. A list/index of all the implementation strategies related to subdivision that are found in the comprehensive plan.
- _____ 4. 2 copies of the Subdivision Ordinance Submittal Form forwarded to SPO.
This form, which certifies that submittal is complete and that the plan was developed with the intent of complying with the Act, is available from the State Planning Office.
- _____ 5. Copy of Subdivision Ordinance available for public inspection.
- _____ 6. Copy of Subdivision Ordinance sent to regional council.

Regional Council:

Date sent :